

PHA Plans

Streamlined Annual Version 2

U.S. Department of Housing and
Urban Development
Office of Public and Indian
Housing

OMB No. 2577-0226
(exp. 06/30/2006)

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief for certain types of PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

Streamlined Annual PHA Plan for Fiscal Year: 2009 PHA Name: Metropolitan Council HRA

Public review period: July 3 – August 18, 2008
Public Hearing: August 18, 2008
CDC Approval: September 15, 2008
MC approval: September 24, 2008

NOTE: This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue.

Streamlined Annual PHA Plan Agency Identification

PHA Name: Metropolitan Council HRA

PHA Number: MN 163

PHA Fiscal Year Beginning: (mm/yyyy) 01/2009

PHA Programs Administered:

☒ **Public Housing and Section 8**

Number of public housing units: 150

Number of S8 units: 5951

☐ **Section 8 Only**

Number of S8 units:

☐ **Public Housing Only**

Number of public housing units:

☐ **PHA Consortia: (check box if submitting a joint PHA Plan and complete table)**

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

PHA Plan Contact Information:

Name: Sue Putz – Section 8

Terri Smith – Public Housing

Phone: 651-602-1584

Phone: 651-602-1187

TDD: 651-291-0904

Email (if available): Susan.Putz@metc.state.mn.us
Terri.smith@metc.state.mn.us

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

☒ PHA's main administrative office ☐ PHA's development management offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plan revised policies or program changes (including attachments) are available for public review and inspection. ☒ Yes ☐ No.

If yes, select all that apply:

☒ Main administrative office of the PHA

☐ PHA development management offices

☐ Main administrative office of the local, county or State government

☐ Public library ☒ PHA website ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☐ Main business office of the PHA ☐ PHA development management offices
☐ Other (list below)

Streamlined Annual PHA Plan
Fiscal Year 2009
[24 CFR Part 903.12(c)]

Table of Contents

[24 CFR 903.7(r)]

Provide a table of contents for the Plan, including applicable additional requirements, and a list of supporting documents available for public inspection.

A. PHA PLAN COMPONENTS

- ☐ 1. Site-Based Waiting List Policies
903.7(b)(2) Policies on Eligibility, Selection, and Admissions
- ☒ 2. Capital Improvement Needs
903.7(g) Statement of Capital Improvements Needed
- ☒ 3. Section 8(y) Homeownership
903.7(k)(1)(i) Statement of Homeownership Programs
- ☒ 4. Project-Based Voucher Programs
- ☒ 5. PHA Statement of Consistency with Consolidated Plan. Complete only if PHA has changed any policies, programs, or plan components from its last Annual Plan.
- ☒ 6. Supporting Documents Available for Review
- ☒ 7. Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
- ☒ 8. Capital Fund Program 5-Year Action Plan

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

Form HUD-50076, PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Streamlined Annual Plan identifying policies or programs the PHA has revised since submission of its last Annual Plan, and including Civil Rights certifications and assurances the changed policies were presented to the Resident Advisory Board for review and comment, approved by the PHA governing board, and made available for review and inspection at the PHA's principal office;

For PHAs Applying for Formula Capital Fund Program (CFP) Grants:

Form HUD-50070, Certification for a Drug-Free Workplace;

Form HUD-50071, Certification of Payments to Influence Federal Transactions; and

Form SF-LLL &SF-LLLa, Disclosure of Lobbying Activities.

1. Site-Based Waiting Lists (Eligibility, Selection, Admissions Policies)

[24 CFR Part 903.12(c), 903.7(b)(2)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. Site-Based Waiting Lists-Previous Year

1. Has the PHA operated one or more site-based waiting lists in the previous year? If yes, complete the following table; if not skip to B.

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics

2. What is the number of site based waiting list developments to which families may apply at one time?
3. How many unit offers may an applicant turn down before being removed from the site-based waiting list?
4. ☐ Yes ☐ No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

B. Site-Based Waiting Lists – Coming Year

If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to next component.

1. How many site-based waiting lists will the PHA operate in the coming year?
2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?

3. ☐ Yes ☐ No: May families be on more than one list simultaneously
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- ☐ PHA main administrative office
 - ☐ All PHA development management offices
 - ☐ Management offices at developments with site-based waiting lists
 - ☐ At the development to which they would like to apply
 - ☐ Other (list below)

2. Capital Improvement Needs

[24 CFR Part 903.12 (c), 903.7 (g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. Capital Fund Program

1. ☒ Yes ☐ No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 7 and 8 of this template (Capital Fund Program tables). If no, skip to B.
2. ☐ Yes ☒ No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

1. ☐ Yes ☒ No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to #3; if yes, provide responses to the items on the chart located on the next page, copying and completing as many times as necessary).
2. Status of HOPE VI revitalization grant(s):

HOPE VI Revitalization Grant Status
a. Development Name:
b. Development Number:
c. Status of Grant: <input type="checkbox"/> Revitalization Plan under development <input type="checkbox"/> Revitalization Plan submitted, pending approval <input type="checkbox"/> Revitalization Plan approved <input type="checkbox"/> Activities pursuant to an approved Revitalization Plan underway

3. ☐ Yes ☒ No: Does the PHA expect to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name(s) below:

4. ☐ Yes ☒ No: Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year? If yes, list developments or activities below:

5. ☒ Yes ☐ No: Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement? If yes, list developments or activities below:

The PHA intends to submit an application to HUD for voluntary conversion of all of its public housing units to vouchers under Section 22 of the U.S. Housing Act of 1937 and applicable to HUD rules and regulations.

See Attachment B

3. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program
(if applicable) [24 CFR Part 903.12(c), 903.7(k)(1)(i)]

1. ☒ Yes ☐ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to the next component; if "yes", complete each program description below (copy and complete questions for each program identified.)

Note: Metro HRA continues consideration to administer a Section 8 Home Ownership Program if program regulations are revised to help ensure successful administration

Metro HRA will also administer a homeownership program called HOME (Home Ownership Made Easy) as funding is available.

2. Program Description:

a. Size of Program

- ☒ Yes ☐ No: Will the PHA limit the number of families participating in the Section 8 homeownership option?
To be determined.

If the answer to the question above was yes, what is the maximum number of participants this fiscal year?

b. PHA-established eligibility criteria

- ☒ Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?
If yes, list criteria: *This will be considered further if it is determined feasible to implement this program.*

c. What actions will the PHA undertake to implement the program this year (list)?

Consideration of and planning for a Section 8 Homeownership program will be impacted by the outcome of continued FSS Coordinator funding received by the PHA.

3. Capacity of the PHA to Administer a Section 8 Homeownership Program:

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- ☐ Establishing a minimum homeowner down payment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.
- ☐ Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- ☐ Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below):
- ☒ Demonstrating that it has other relevant experience (list experience below):
Successful completion of HomeSteps a demonstration homeownership program and demonstrated success in the HOME Program.

4. Use of the Project-Based Voucher Program

Intent to Use Project-Based Assistance

☒ Yes ☐ No: Does the PHA plan to "project-base" any tenant-based Section 8 vouchers in the coming year? If the answer is "no," go to the next component. If yes, answer the following questions.

1. ☒ Yes ☐ No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option? If yes, check which circumstances apply:

- ☐ low utilization rate for vouchers due to lack of suitable rental units
☐ access to neighborhoods outside of high poverty areas
☒ other (describe below:) *Assist in new development of low cost affordable housing.*

2. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

Old City Hall, Waconia – 13 units
Emma's Place, Maplewood – 13 units
Franklin Lane, Anoka – 66 units
No Place Like Home, Robbinsdale – 15 units
North Pointe, Blaine – 4 units
East Metro, White Bear Lake – 20 units
East Metro II, White Bear Lake – 14 units
Brickyard, Chaska – 6 units
North Star Ridge, Coon Rapids – 12 units
Brandes Place, Fridley – 16 units
Town Square Apartments, Falcon Heights – 25 units
Linden Place, New Hope – 8 units
Clear Springs Residence, Minnetonka - 4 units
Clover Field Marketplace, Chaska – 15 units
Sienna Ridge, Woodbury – 5 units

Total: 236

5. PHA Statement of Consistency with the Consolidated Plan

[24 CFR Part 903.15]

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary) only if the PHA has provided a certification listing program or policy changes from its last Annual Plan submission.

1. Consolidated Plan jurisdiction: Dakota County Consortium (includes: Dakota, Washington, Ramsey and Anoka) 2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☐ The PHA has based its statement of needs of families on its waiting lists on the needs expressed in the Consolidated Plan/s.
- ☐ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☐ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
-Voluntary Conversion of Public Housing to Section 8 Project Based Assistance
- ☐ Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

Ramsey - overall strategies relative to affordable housing:

Expand efforts to ensure the preservation and renovation of existing stock of affordable housing; encourage the production of affordable rental housing; support a variety of initiatives that allow LMI households to move into homeownership; housing for special needs populations and low income elderly.

Anoka – specific housing objectives:

Increase number of affordable rental housing units; increase stability of neighborhoods and housing stock conditions through single family and multifamily rehabilitation programs; fair housing; affordable ownership opportunities.

1. Consolidated Plan jurisdiction: Hennepin County Consortium (includes: Hennepin County, Bloomington, Plymouth)

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☐ The PHA has based its statement of needs of families on its waiting lists on the needs expressed in the Consolidated Plan/s.
- ☐ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☐ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
-Voluntary Conversion of Public Housing to Section 8 Project Based Assistance
- ☐ Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

Housing goals include:

Preserve the existing affordable housing supply as well as assist new, affordable rental housing for low-income households, with priority for extremely low-income households.; Preserve and improve housing owned or rented by low and extremely low-income households and assist with accessibility improvements for low, extremely low and moderate-income households; Provide increased opportunities for homeownership to moderate and low-income households.

1. Consolidated Plan jurisdiction: Minnesota Consolidated Plan (includes all non-entitlement areas of state, including Carver County).

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☐ The PHA has based its statement of needs of families on its waiting lists on the needs expressed in the Consolidated Plan/s.
- ☐ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☐ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
-Voluntary Conversion of Public Housing units to Section 8 Project Based Assistance
- ☐ Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

In order to meet objectives for creating suitable living environments, provide decent affordable housing and create economic opportunities the state reaffirmed the following guiding principles: Allocating program dollars to their best use with the recognition that nonprofits and communities vary in their capacities and that some organizations will require more assistance and resources; Recognizing that the private market is a viable resource to assist the state in achieving its housing and community development goals; Emphasizing flexibility in funding allocations; Maintaining local decision-making and allowing communities to tailor programs to best fit their needs; Leveraging and recycling resources wherever possible; Understanding the broader context within which housing and community development actions are taken.

6. Supporting Documents Available for Review for Streamlined Annual PHA Plans

PHAs are to indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;</i>	5 Year and Annual Plans
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i>	Streamlined Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	<i>and Board Resolution to Accompany the Streamlined Annual Plan</i>	
X	<i>Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.</i>	5 Year and standard Annual Plans
	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA's public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
	Deconcentration Income Analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
X	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any policies governing any Section 8 special housing types <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
X	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP	Annual Plan: Capital Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	grants.	
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing Attachment B – Voluntary Conversion	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
X	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
X	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Public Housing Community Service Policy/Programs <input checked="" type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
X	Other supporting documents (optional) Attachment A - Metro HRA Violence Against Women Act (VAWA) Activities Limited English Proficiency Plan (LEP)	Annual Plan
	Consortium agreement(s) and for Consortium Joint PHA Plans <u>Only</u> : Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection.	Joint Annual PHA Plan for Consortia: Agency Identification and Annual Management and Operations

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Metropolitan Council HRA		Grant Type and Number Capital Fund Program: MN46P16350108 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant: 2008
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<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: <u>7/31/08</u>	<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Final Performance and Evaluation Report
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Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revision #1	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	167,567		167,567	167,567
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equip-nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Costs (sum of lines 2-19)	167,567	0	167,567	167,567
22	Amount of line 21 related to LBP Activities				
23	Amount of Line 21 related to Sec. 504 compliance				

24	Amount of Line 21 related to security-Soft Costs				
25	Amount of Line 21 related to security-Hard Costs				
26	Amount of Line 21 related to enery conservation measures				

Annual Statement/Performance and Evaluation Report
Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Metropolitan Council HRA		Grant Type and Number Capital Fund Program: MN46P16350108 Capital Fund Program Replacement Housing Factor Grant No:				Federal FY of Grant: 2008		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations	1406	Lump Sum	167,567		167,567	167,567	
			TOTALS	167,567	0	167,567	167,567	

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: Metropolitan Council HRA		Grant Type and Number Capital Fund Program: MN46P16350108 Capital Fund Program Replacement Housing Factor Grant No:					Federal FY of Grant: 2008
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	6/12/2010			6/12/2012			

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Metropolitan Council HRA		Grant Type and Number Capital Fund Program: MN46P16350109 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant: 2009
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<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: _____	<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Final Performance and Evaluation Report
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Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revision #1	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	165,000		0	0
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equip-nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Costs (sum of lines 2-	165,000	0	0	0

	19)				
22	Amount of line 21 related to LBP Activities				
23	Amount of Line 21 related to Sec. 504 compliance				
24	Amount of Line 21 related to security-Soft Costs				
25	Amount of Line 21 related to security-Hard Costs				
26	Amount of Line 21 related to energy conservation measures				

Annual Statement/Performance and Evaluation Report Capital Fund Program
Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Metropolitan Council HRA		Grant Type and Number Capital Fund Program: MN46P16350109 Capital Fund Program Replacement Housing Factor Grant No:				Federal FY of Grant: 2009		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations	1406	Lump Sum	165,000		0	0	
			TOTALS	165,000	0	0	0	

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: Metropolitan Council HRA		Grant Type and Number Capital Fund Program: MN46P16350109 Capital Fund Program Replacement Housing Factor Grant No:					Federal FY of Grant: 2009
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	6/30/2011			6/30/2013			

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name				<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/H A-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2010 PHA FY: 2010	Work Statement for Year 3 FFY Grant: 2011 PHA FY: 2011	Work Statement for Year 4 FFY Grant: 2012 PHA FY: 2012	Work Statement for Year 5 FFY Grant: 2013 PHA FY: 2013
<i>HA-Wide</i>	Annual State ment	\$165,000	\$165,000	\$165,000	\$165,000
CFP Funds Listed for 5-year planning		\$165,000	\$165,000	\$165,000	\$165,000
Replacement Housing Factor Funds					

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year: 2 FFY Grant: 2010 PHA FY: 2010			Activities for Year: 3 FFY Grant: 2011 PHA FY: 2011		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	<i>PHA-Wide</i>	<i>Roof, Siding, Windows</i>	\$165,000		<i>Roof, Siding, Windows</i>	\$165,000
Annual						
Statement						
Total CFP Estimated Cost			\$165,000			\$165,000

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year: 4 FFY Grant: 2012 PHA FY: 2012			Activities for Year: 5 FFY Grant: 2013 PHA FY: 2013		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
PHA-Wide	<i>Roof, Siding, Windows</i>	\$165,000	PHA-Wide	<i>Roof, Siding, Windows</i>	\$165,000
Total CFP Estimated Cost		\$165,000			\$165,000

ATTACHMENT A

Metropolitan Council Housing and Redevelopment Authority (Metro HRA) Violence Against Women Act (VAWA) Activities

The Metro HRA policies and procedures incorporate and support the laws and requirements outlined in the Violence Against Women Act (VAWA). The Metro HRA has updated the Section 8 Administrative Plan and the Public Housing Admissions and Continued Occupancy Policies to support victims of domestic violence, dating violence, sexual assault or stalking.

All Section 8 and Public Housing applicants are provided with the attached information regarding their rights under VAWA. This information is included in the briefing materials for all new Section 8 admissions and port-ins and Public Housing admissions.

To: Section 8 Program Applicants and Participants
From: Metro HRA
Subject: Notice of **YOUR RIGHTS UNDER THE VIOLENCE AGAINST WOMEN ACT**

This notice is to inform you of your rights under the *Violence against Women Act* (VAWA). This new law includes several provisions that address housing needs, which protect you if you are a victim of domestic violence, dating violence or stalking. VAWA became law in January 2006 and applies to Section 8 Voucher program applicants and participants.

VAWA says that the Metro HRA or a private landlord who accepts Section 8 Vouchers cannot deny housing assistance to a tenant or a tenant's immediate family member just because she or he is a victim or threatened victim of domestic violence, dating violence or stalking. **This means** that if you have been denied housing assistance because of a bad rental history or police calls that directly results from domestic violence, dating violence or stalking, you should contact the HRA to assert your rights under VAWA.

VAWA also says that the Metro HRA or a private landlord who accepts Section 8 Vouchers cannot terminate your voucher or evict you if the termination or eviction is the result of domestic violence, dating violence or stalking. **This means** that if you have been threatened with termination of your Section 8 Voucher or eviction because of an abusers actions toward you or your immediate family members, you should contact the HRA to assert your rights under VAWA.

VAWA also says the Metro HRA may not terminate or deny a move under portability to a participant who is otherwise in compliance with program rules and has moved out of the assisted unit in violation of the lease to avoid harm from actual or threatened domestic violence, dating violence, or stalking. **This means** that the Metro HRA may not deny a portability move if you violated previous assisted lease terms solely to flee domestic violence.

VAWA also says the Metro HRA may request that you verify the actions are the result of domestic violence, dating violence or stalking. **This means** if a victim fails to provide certification or an acceptable alternative form of documentation within the time allotted by Metro HRA, the victim is no longer entitled to the special protection from eviction or termination provided by VAWA.

The Metro HRA and the private landlord who accepts the Section 8 Voucher program can evict or terminate the abuser and continue to work with you.

VAWA does not change the other rights and responsibilities of the Metro HRA or private landlord to enforce Section 8 Voucher program requirements or the lease.

If you have questions about how to claim your rights under VAWA, you should contact the Metro HRA or Legal Services in your community.

Attached is a list of the legal services and the domestic violence resources for the Metro area.

To: Public Housing Applicants and Participants

From: Metro HRA

Subject: Notice of **YOUR RIGHTS UNDER THE VIOLENCE AGAINST WOMEN ACT**

This notice is to inform you of your rights under the *Violence against Women Act* (VAWA). This new law includes several provisions that address housing needs, which protect you if you are a victim of domestic violence, dating violence or stalking. VAWA became law in January 2006 and applies to Public Housing program applicants and participants.

VAWA says that the Metro HRA or it's managing agent cannot deny housing assistance to a tenant or a tenant's immediate family member just because she or he is a victim or threatened victim of domestic violence, dating violence or stalking. **This means** that if you have been denied housing assistance because of a bad rental history or police calls that directly results from domestic violence, dating violence or stalking, you should contact the HRA to assert your rights under VAWA.

VAWA also says that the Metro HRA or it's managing agent cannot terminate your lease or evict you if the termination or eviction is the result of domestic violence, dating violence or stalking. **This means** that if you have been threatened with termination of your lease or eviction because of an abusers actions toward you or your immediate family members, you should contact the HRA to assert your rights under VAWA.

VAWA also says the Metro HRA may not deny a transfer for a participant who is otherwise in compliance with program rules and has moved out of the assisted unit in violation of the lease to avoid harm from actual or threatened domestic violence, dating violence, or stalking. **This means** that the Metro HRA may not deny a transfer if you violated previous assisted lease terms solely to flee domestic violence.

VAWA also says the Metro HRA may request that you verify the actions are the result of domestic violence, dating violence or stalking. **This means** if a victim fails to provide certification or an acceptable alternative form of documentation within the time allotted by Metro HRA, the victim is no longer entitled to the special protection from eviction or termination provided by VAWA.

The Metro HRA or it's managing agent can evict or terminate the abuser and continue to work with you.

VAWA does not change the other rights and responsibilities of the Metro HRA or it's managing agent to enforce Public Housing program requirements or the lease.

If you have questions about how to claim your rights under VAWA, you should contact the Metro HRA or Legal Services in your community.

Attached is a list of the legal services and the domestic violence resources for the Metro area.

Attachment B

Metropolitan Council HRA

Voluntary Conversion

INITIAL ASSESSMENT

The Metropolitan Council Housing and Redevelopment Authority (Council) certifies that it has reviewed its 150 units of scattered site public housing as public housing and considered the implications of converting the public housing to tenant-based assistance. The Council concludes that the conversion may be appropriate because removal of the development would meet the necessary conditions for voluntary conversion outlined in CFR 24, Pat 972.224.

The Council's reasons for this determination are that the voluntary conversion would appear to pass HUD's relative expense test, and would principally benefit the residents, the PHA and the community by replacing an administratively burdensome and under-funded public housing program with vouchers. It is administratively burdensome and inefficient for the Council to continue to have 150 units subject to all public housing regulations. If the public housing could be converted to vouchers, administration could be done in conjunction with the current voucher program of nearly 6,000 units, and funding stability most likely would be increased. By project-basing the vouchers at these sites, the Metropolitan Council could assure that they would remain an affordable housing resource in low-poverty areas and that the conversion would not affect the availability of affordable housing in the community.

CONVERSION ASSESSMENT

The Conversion Assessment is a basic requirement for voluntary conversion of public housing to vouchers. A discussion of each of its five required elements follows:

(a) Cost Analysis

The Council completed the HUD-supplied Cost Analysis, comparing the cost of providing Section 8 tenant-based assistance with the cost of continuing to operate the development as public housing. The cost comparison evidences that it is financially beneficial to convert the units to Section 8 tenant-based assistance. The Cost Comparison results show the cost of operating the units as tenant-based assistance to be 31% less than operating the development as public housing.

(b) Analysis of the Market Value

The Council's 150 public housing units underwent substantial rehabilitation upon purchase between April 2001 and March 2004. The Council has maintained the units in very good physical condition. This is evidenced by the most recent HUD physical inspection score of 27/30 points. HUD inspected 85 out of the Council's 150 units during this inspection.

The Council had an independent appraisal completed on the 150 unit. Unit rehabilitation is not necessary. Therefore, the value of the development is the same before and after rehabilitation, \$25,287,000.

(c) Analysis of Rental Market Conditions

The Council conducted an analysis of the likely success of using tenant-based assistance for the residents of the public housing development. The Council administers the Section 8 housing choice voucher program as well as Shelter Plus Care, HOPWA and two state funded tenant based rent assistance programs, in 100 suburban communities throughout Anoka, Hennepin, Ramsey and Carver Counties, serving approximately 6,600+ households. The Council currently assists 1,391 Section 8 participants in the cities served by the Council's public housing units. The Section 8 program has a utilization rate of 99.6%, evidencing the success of providing tenant-based vouchers in suburban cities, including those with larger bedroom sizes. The ability of larger household sizes to find housing is greatly evidenced by the success of the Council's Section 8 program participant's success in finding suitable housing.

Recent success rates are consistent with the overall high utilization rate. There are currently 3,823 affordable rental units in the 11 cities served by the Council's public housing units. In any event, subject to fulfillment of HUD requirements, the Council expects to project-base the vouchers at the current sites, thus allowing the residents to remain.

(d) Impact Analysis

There will be no impact on the availability of affordable housing in neighborhoods where the public housing units are located. The units will remain affordable in their current communities. The Council will retain ownership.

All cities currently served have affordable housing goals to meet. Conversion of the Council's 150 public housing units will ensure these units remain affordable in their communities, assisting with the meeting of these goals. All the units are located in census tracts that are not impacted by race or poverty. Successful conversion will ensure families continue to have affordable housing choice in these non-impacted suburban areas. Because the vouchers are expected to be project-based, subject to fulfillment of HUD requirements, the conversion's impact on concentration of poverty in these neighborhoods will be minimal.

(e) Conversion Implementation

Once the Council receives replacement vouchers for the 150 public housing units, the Council expects to fulfill HUD requirements to allow it to project-base the 150 units under the Section 8 project-based voucher program. The Council currently has an allocation of 5,591 tenant-based vouchers, and expects to receive another 150 vouchers as a result of this conversion action. 236 are currently project-based. Converting the additional 150 units would bring the Council project-based voucher program total to 386, well below the 20% maximum allowable under the project based voucher regulations. The Council should be able to complete the voluntary conversion within approximately four months of approval, assuming two months to obtain the replacement vouchers from HUD and two additional months to implement project-based vouchers for these units.

Necessary Conditions for HUD Approval of Conversion

The Council conducted an assessment to ensure the conversion to Section 8 tenant-based assistance is cost effective, will principally benefit the residents, the Council and the communities served and will not adversely affect the availability of affordable housing.

A. Relative expense

The Cost Comparison results show that it is financially beneficial to convert the units to tenant-based Section 8 assistance.

B. Benefit to residents, the PHA, and the community

Continued success of this scattered-site model of providing families with suburban affordable housing choice greatly benefits the residents and the communities, and helps to avoid concentrations of poverty and race.

The Council, as an established regional public housing agency, agreed to help HUD and the Minneapolis Public Housing Authority (MPHA) settle a housing discrimination lawsuit involving federally subsidized housing in Minneapolis, and to implement the resulting *Hollman*

Consent Decree. One objective of the *Hollman* Consent Decree was to provide replacement housing units in areas without concentrations of poverty and race.

The Council voluntarily agreed to develop 150 *Hollman* replacement housing units in its suburban jurisdiction. Although the Council was not obligated under the consent decree to fund, develop, own, or operate any *Hollman* replacement units, the Council voluntarily agreed to do so.

Responsible management, reporting, program compliance and sustaining these aging units is not possible under the current public housing funding structure and levels. Conversion would lessen staff-intensive programmatic reporting, policy compliance requirements and would generate stronger revenue levels to help ensure proficient maintenance and management of the asset. Such action also would ensure that the purpose of the *Hollman* Consent Decree continues to be effectuated with respect to these units. These results would be of great benefit to the PHA, the residents and the communities served.

With respect to benefit to residents, the Council provided copies of the Conversion Plan to all residents and invited them to resident meetings held on August 5, 2008, August 11, 2008 and August 14, 2008 in which the Council explained the Conversion Plan and the requirements for voluntary conversion. The Council allowed forty five days for the submission of comments on the conversion process. The only significant resident comments related to the benefits of the conversion, specifically related to the ability to obtain a tenant-based voucher after 12 months if there are vouchers available. The residents see the conversion as a positive action since there is no displacement or relocation.

C. Impact on affordable housing

The voluntary conversion action would help to preserve the current affordable housing as a viable resource over the coming decades, by allowing for more efficient administration and better support for the development's physical needs.

CONVERSION PLAN

The Conversion Plan is a basic requirement for voluntary conversion of public housing to vouchers. A discussion of each of its seven required elements follows:

(a) Future use

The future use of the Council's 150 public housing units is expected to be conversion to the Section 8 project-based voucher program, after the Council receives replacement vouchers for the public housing and subject to compliance with HUD requirements. The Council currently has an allocation of 5,591 tenant-based vouchers, and expects to receive another 150 vouchers as a result of this conversion action. 236 are currently project-based. Converting the additional 150 units would bring the Council's project-based voucher program total to 386, well below the 20% maximum allowable under the project based voucher regulations.

(b) Impact analysis

There will be no impact on the availability of affordable housing in neighborhoods where the public housing units are located. The units will remain affordable in their current communities. The Council will retain ownership.

All cities currently served have affordable housing goals to meet. Conversion of the Council's 150 public housing units will ensure these units remain affordable in their communities, assisting with the meeting of these goals. All the units are located in census tracts that are not impacted by race or poverty. Successful conversion will ensure families continue to have affordable housing choice in these non-impacted suburban areas. Because the vouchers are expected to be project-based, subject to fulfillment of HUD requirements, the conversion's impact on concentration of poverty in these neighborhoods will be minimal.

(c) Consistency with findings of conversion assessment

The Conversion Plan would implement the actions contemplated by the Conversion Assessment, and thus is consistent with the Conversion Assessment.

(d) Summary of resident comments

The Council provided copies of the Conversion Plan to all residents and invited them to resident meetings held on August 5, 2008, August 11, 2008 and August 14, 2008 in which the Council explained the Conversion Plan and the requirements for voluntary conversion. The Council allowed forty five days for the submission of comments on the conversion process. The only significant resident comments related to the benefits of the conversion, specifically related to the ability to obtain a tenant based voucher after 12 months if there are vouchers available. The residents see the conversion as a positive action since there is no displacement or relocation.

(e) Use of net proceeds

There will be no net proceeds as a result of the conversion.

(f) Support of necessary conditions for conversion

The Conversion Assessment supports the three conditions necessary for conversion described in 24 CFR 972.224, for the reasons described in the Conversion Assessment.

(g) Relocation plan

Current residents of the public housing are expected to receive project-based vouchers, subject to fulfillment of HUD requirements, and thus will not be required to move. In any event, there is no demolition, acquisition or rehabilitation involved in the conversion, and thus the provisions of the Uniform Relocation Act do not apply.